



Summer Food Service Program



Bulletin

Child Nutrition Programs
Finance and Support Services
801 West 10th Street, Suite 200
P.O. Box 110500
Juneau, Alaska 99811-0500
Phone (907) 465 4788
Fax (907) 465-8910

To: SFSP Sponsors
Program Reviewers

Date: April 9, 2017

Bulletin: 2018 - 4

From: Alicia Maryott
SFSP Program Specialist

Subject: USDA Policy Memos and Information

USDA Policy Memos, Information & Implementation Memos:

To view previous USDA policy memos, visit:
<http://www.fns.usda.gov/sfsp/policy>

Additional Topics:

- 2018 SFSP Training Reminder
- CNP Web Now Open
- AmeriCorps Request for Projects (attachments)
- Funding Opportunities from USDA
- 5 Ways to Prepare for Summer
- SFSP Program Assistant Vacancy
- Upcoming Webinars & Teleconferences
- Calendar of Events & Deadlines

Program changes as a result of USDA Policy Memos are to be implemented immediately. Please file this bulletin for reference, guidance and compliance with the Summer Food Service Program. Feel free to call the Child Nutrition Programs office if you need further clarification.

Additional Topics

- **Reminder! 2018 SFSP Annual Training**

Annual Training is required for all new and returning sponsors of the Summer Food Service Program. The following training dates will be offered this spring:

1. Distance training via WebEx for all **non-school sponsors**, new and returning, will be held on **Wednesday, April 11th** from 8:30AM-12:00PM.
2. **Face-to-face training** for all new and returning sponsors will be held in **Anchorage on Tuesday, April 17th** from 8:30AM-4:30PM at the **ACS Business Technology Center** at 600 E 36th Ave. Those traveling from outside of Anchorage will need to find their own hotel accommodations. [Residence Inn Midtown](#) by Marriott is within walking distance (0.5 miles) of the Business Center. [Extended Stay](#) and [TownePlace Suites](#) are also nearby.
3. Distance training via WebEx for all **school district sponsors**, new and returning, will be held on **Wednesday, April 25th** from 1:00PM-3:00PM.

Everyone should already be registered and those participating online will receive notification via email prior to the webinar for log-in instructions. “See” you at training!

- **CNP Web Now Open for Applications**

The Child Nutrition Programs (CNP) Web is now open for 2018 SFSP applications. Please remember to designate the “Food Program Contact” in the Sponsor Information Sheet, as the individual who will be receiving correspondence from our office like this bulletin, reminders, etc.

New administrators or staff who need access to the CNP web can fill out the CNP web user authorization form, which you can find on the DEED website [here](#).

The screenshot shows a form titled "Food Program Contact" with a red circle around the title. The form contains the following fields:

	First	MI	Last
(32) Name:	Ruby		Tuesday
(33) Title:	Assistant Director		
(34) E-mail:	rubytuesday@yahoo.com		
(35) Phone:	(907) 867-5309	(36) Ext:	
(37) Fax:	(907) 867-5308	(38) Ext:	
(39) Contact's Address:	Mailing Address		

Access the CNP web here:

<https://cnsonline.alaska.gov/cnpweb/Login.asp>

- **AmeriCorps NCCC Request for Projects**

AmeriCorps Pacific Region is looking for potential Project Sponsors to apply to host a team of 18-24 year olds to address critical needs in communities throughout our region. They're currently accepting applications for projects taking place between November 2018-July 2019. The NCCC Pacific Region Campus, based in Sacramento, CA, deploys teams to serve on projects lasting an average of 6-13 weeks. See the attached handouts for more information about applying for an AmeriCorps project team.

- **Funding Opportunities from USDA**

The [USDA](#) Office of Partnerships & Public Engagement (OPPE) announced up to \$8.4 million in available funding for training and technical assistance for socially disadvantaged and veteran farmers and ranchers. Funding is made available through the USDA's Outreach Assistance for Socially Disadvantaged Farmers and Ranchers and the Veteran Farmers and Ranchers Program (also known as the 2501 Program).

Applications are due by May 15, 2018. See the [request for application](#) for full details.

- **5 Ways to Prepare for Summer**

1. Ensure your sites are still available and ready to serve meals.
2. Conduct outreach to families and children near your sites.
3. Finish health inspection notification letter.
4. Ensure site staff and volunteers have been trained.
5. Prepare to promote kick-off events in conjunction with your other State and organizational partners.

Remember: All sponsor applications must be submitted to State agency by **May 15, 2018**.

- **SFSP Program Assistant Vacancy**

As of April 9, 2018, Mary Sutkowski is no longer working with Alaska Child Nutrition Programs. Cyde Coil will be stepping in to assist with SFSP in the interim, so please send application documents to cyde.coil@alaska.gov or she can be reached at (907) 465-8719.

- **Upcoming SFSP Webinars & Conference Calls**
 - USDA – What Cities Can Teach us About Summer Meals **Tuesday, April 17th at 9:00AM AST** Click [here](#) to register.
 - USDA – Boosting Your Budget – Summer Meals Financial Planning **Tuesday, May 15th at 9:00AM AST** Click [here](#) to register.
 - No Kid Hungry – Partner with Universities to Build Your Summer Meals Capacity **Tuesday, April 24th at 10:00AM AST** Universities are active both on and off campus grounds in ways that present opportunities for summer meals partnerships when school is out. Join us to learn how effective partnerships around the country leverage university assets such as kitchen facilities and volunteers to amplify efforts to serve children when school is out. Click [here](#) to register.
 - No Kid Hungry – Summer Meals at Public Housing Facilities **Tuesday, May 22nd at 10:00AM AST** Summer meal service at public housing sites has expanded greatly in recent years. At the same time, for this model to continue to grow, program sponsors must successfully identify and engage key decision-makers who can lend management support to meal service at sites. Learn about opportunities to work with state Rural Development offices, property management companies and site staff to implement this service model in communities you serve. Click [here](#) to register.
 - FRAC – Keeping Participation Up All Summer **Thursday, May 3rd at 9:00AM AST** Hosting ongoing awareness events during the summer - such as kick-offs, blitz days, awareness weeks, and spike events - are great ways to raise awareness and keep participation up all summer long. These events provide a platform to share information about site locations, energize partners and communities, and showcase the great programs in your community. Join us to learn about ways to maintain momentum during the summer, such as planning inclusive family and community events. Click [here](#) to register.

Calendar of Upcoming Events & Deadlines	
SFSP Distance Training – All Administrators	April 11, 2018
SFSP In-Person Training – All Administrators	April 17, 2018
USDA What Cities Can Teach Us Webinar	April 17, 2018
No Kid Hungry Partners with Universities Webinar	April 24, 2018
SFSP Distance Training – Schools Only	April 25, 2018
FRAC Keeping Participation Up Webinar	May 3, 2018
SFSP Applications Due!	May 15, 2018
No Kid Hungry Public Housing Facilities Webinar	May 22, 2018

Contact Information

Alicia Maryott, Program Specialist
alicia.maryott@alaska.gov
(907) 465-4788

Cyde Coil, Program Specialist
cyde.coil@alaska.gov
(907) 465-8719

Commonly Used Acronyms

SFSP – Summer Food Service Program
CNP – Child Nutrition Programs
WRO – Western Region Office
FNS – Food & Nutrition Services
FNSRO-Food & Nut. Services Reg. Office
USDA – U.S. Department of Agriculture
EED – Education & Early Development
DEC – Department of Conservation
LEA – Local Education Agency



Non-Discrimination Statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at <https://www.ascr.usda.gov/how-file-program-discrimination-complaint> and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;

Fax: (202) 690-7442; or

Email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.